

MINUTES  
PLANNING & ZONING COMMISSION REGULATORY REVIEW COMMITTEE  
Tuesday, May 11, 2010  
Conference Room B, Audrey P. Beck Municipal Building

Members present: M. Beal, R. Favretti, K. Holt  
Others present: G. Padick, Director of Planning

**I. Call to Order**

Chairman Beal called the meeting to order at 2:05 p.m.

**II. Minutes**

4-27-10- The draft minutes were distributed and tabled until the next meeting.

**III. Consideration of potential fall 2010 revisions to the Zoning Regulations/Zoning Map**

Padick briefly presented an overview of a variety of issues that have been raised and should be considered by the Committee for potential revisions to be presented during the fall of 2010. The balance of the meeting was spent reviewing the agenda items 5 through 12. Padick agreed to draft potential revisions based on Committee discussion.

**A. Specimen Tree Inventory/Preservation**

After discussion members agreed that a number of revisions to existing provisions should be considered. These potential revisions include: changing "specimen" to "significant" and revising the definition; revising the minimum diameter of trees that need to be surveyed individually within street rights of way and proposed DAE's to 9 inches; and clarifying requirements for identifying stands containing trees 9 inches in diameter and larger. It also was agreed that tree inventories need to be addressed in preliminary site analysis requirements.

**B. Historic Preservation/Stone Walls**

Committee members discussed, but did not resolve, how to distinguish between intact stone walls and wall remnants. It was agreed that stones removed for driveway and other site work should be used to enhance adjacent walls and not simply used on site. It also was agreed that state statutes regarding lot boundary walls needed to be referenced and that walls should be used for lot delineation wherever possible. More specific reference to sluiceways, mill races, former dams and foundations needed to be added to the regulations. Favretti agreed to assist with providing information for potential regulation revisions.

**C. Lighting**

After discussing a range of potential submission requirements, it was agreed to proceed with an approach that required adequate information to determine the appropriate spacing of lighting fixtures and to ensure compliance with approval criteria regarding safety and neighborhood impact and light spill. The regulations need to authorize more complete lighting plans on an application by application basis. Manufacturer's installation charts should be provided.

**D. Loading/Waste Storage Areas**

It was agreed to work with the Town's Recycling Coordinator to prepare more specific provisions for waste storage areas.

**E. Design Guidelines (particularly for major projects)**

After discussion, committee members agreed that current design guidelines in the

Subdivision Regulations need to be coordinated better with a preliminary site analysis, particularly with respect to the use of a landscape architect. Additionally, Article X, Section R of the Zoning Regulations needs to be better integrated with the submission process. The design focus should be oriented toward size, scale and continuity elements. Proper attention also needs to be given to health, welfare and safety considerations. A clear intent needs to be documented in the regulations and more specific design provisions can be added on a zone by zone basis.

F. **Road and Drainage Standards**

Padick noted that the ongoing Eagleville Brook TMDL Study will produce suggested stormwater management guidelines by next fall. It was agreed to await the recommendations from this study. It also was noted that the Town's Road Standards and Specifications Ordinance should be updated.

G. **Notification Provisions**

Padick reported that recent state statute revisions regarding notification of abutting property owners have not yet been incorporated into Zoning and Subdivision Regulations. It was agreed that Statutory provisions needed to be addressed.

H. **Setbacks-Patios, Tennis Courts, etc**

After discussion, it was agreed that there should be specific setback provisions for recreational courts and patios due to potential impacts on neighbors.

I. **Zoning Map Issues**

This item was tabled until the next meeting.

IV. **Digital Mapping Requirements**

Padick distributed a recent ruling by the State Board of Examiners for Engineers and Surveyors regarding distribution of digital mapping data. It was agreed that the Town's regulations should be consistent with the State licensing provisions.

V. **Future Meetings**

The next meeting is scheduled for 5/25/10 at 2pm in Room C.

VI. **Adjournment**

The meeting was adjourned at 3:46 p.m.

Respectfully submitted,

K. Holt, Secretary